



DEPARTMENTS OF THE ARMY AND THE AIR FORCE

NATIONAL GUARD BUREAU  
1411 JEFFERSON DAVIS HIGHWAY  
ARLINGTON, VA 22202-3231

REPLY TO  
ATTENTION OF

NGB-ARH

13 OCT 2004

MEMORANDUM FOR Human Resource Officers (HROs) and Active Guard Reserve (AGR) Managers

SUBJECT: FY 2005 Army National Guard (ARNG) Title 10/32 AGR Officer Active Service Tour Continuation Board (ASTCB) Announcement (ARH Memo 04-040)

1. Authority. This ASTCB is appointed by direction of the Chief, National Guard Bureau, (CNGB) to consider all eligible ARNG Title 10/32 AGR officers for active service (AS) extension beyond 20 years of AS.
2. References.
  - a. Title 10, U.S. Code, sections 1370, 3911, 3926 and 12310.
  - b. Army Regulation (AR) 600-8-24, Officer Transfers and Discharges, 3 February 2003.
  - c. Army Regulation (AR) 135-18, Active Guard Reserve (AGR) Program, 10 December 2003.
  - d. Memorandum, Department of the Army, ASA (M&RA), 11 February 2003, Subject: Retention of Active Guard Reserve (AGR) Officers Beyond 20 Years of Active Federal Service (AFS).
  - e. Memorandum, NGB-ARH, dated 26 April 2004, Subject: Mobilization of T32 Soldiers Who Have Been Non-Selected for Continuation by an Active Service Tour Continuation Board (ASTCB) (ARH Memo 04-010).
  - f. Memorandum, AGB-ARH, dated 27 January 2004, Subject: Computation of Accrued Years of Service of AGR Warrant Officers or Commissioned Warrant Officers (ARH Memo 04-002)
3. Purpose. The ARNG AGR Officer ASTCB is a "Needs of the Army National Guard" board. For retention of ARNG Title 10/32 AGR Officers beyond 20 years AS, the Officer must be boarded and selected for continuation by an ASTCB. Selection is based on the individual needs of each State's or Territory's ARNG AGR program. This board is not a qualitative selection process as with the qualitative retention board (QRB) and the selective retention board (SRB).

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4. Zone Dates. The zone of consideration is 1 October 2005 to 30 September 2006.
5. Board Dates. The board must be convened between the period 1 December 2004 and 31 January 2005.
6. T10/32 Boards. T32 officers will be boarded by their States/Territories. The National Guard Bureau (NGB-ARZ-T), with the exception of T10 AGR officers assigned to T10 Training Support Brigades (TSB), will board T10 AGR officers. T10 TSB officers will be boarded by their respective State/Territory.
7. Eligible Officers. Officers include commissioned officers, commissioned warrant officers and warrant officers.
  - a. ARNG Title 10/32 AGR officers who have 19 or more years of AS on or between 1 October 2005 and 30 September 2006 will be included for consideration.
  - b. Mobilized AGR officers who fall within the zone of consideration will be included.
  - c. Officers who are currently on an approved AS continuation, whose continuation expires on or between 1 October 2005 and 30 September 2006 are also included.
  - d. The Adjutant General and/or CNGB may consider officers with between 19 and 20 years of AS during the zone of consideration that were non-selected on the previous ASTCB. Officers will not be given individual consideration. The consideration is either to reconsider all non-select officers or to not reconsider all non-select officers.
8. Non-Eligible Officers.
  - a. With the exception of lieutenant colonels selected for promotion to colonel, and lieutenant colonels currently under Department of the Army mandatory board consideration for promotion to colonel, officers will not be considered for AS continuation if they will reach their MRD within the zone of consideration.
  - b. Officers who have a branch/functional area for which there is no selection objective are not eligible unless there is a requirement for a branch immaterial position in the officer's grade.
  - c. Officers who have been twice considered by an ASTCB and twice non-selected are not eligible.

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9. Pre-Board Requirements. AGR Managers will --

a. Provide NGB-ARH not later than Friday, 5 November 2004, with the following: the selection objectives set by the DARNG/AG; the roster of all officers to be considered by the board; the roster of board members; and the date of the scheduled board.

b. Notify officers to be considered by the board, in writing, not later than 30 days prior to the convening date of the board.

10. Board Membership.

a. All board members, excluding the non-voting recorder, must have time in grade (TIG) over all officers considered by the board. Board members must be Army National Guard or Active Army officers. There must be minority representation within the board membership if the board considers minority officers. There must be female representation within the board membership if the board considers female officers. A female minority board member cannot be used to satisfy both representations.

b. If a State/Territory is unable to conduct the board IAW this memorandum and/or the MOI for any reason, the AGR manager will submit all required pre-board reports (see paragraph 9) and packets for officers who fall within the zone of consideration to NGB-ARH by 15 November 2004. These officers will be boarded at NGB. However, States/Territories are highly encouraged to conduct the ASTCB within their State.

11. Boarded Officer Responsibilities.

a. Officers must ensure their records are updated prior to the convening date of the board, with support from the MILPO and AGR Manager. A current Officer Evaluation Report (OER) will be included in the officer's file. Errors or omissions in records must be corrected prior to the convening of the board.

b. Officers may write a memorandum to the ASTCB President inviting attention to any matter of record deemed vital to his/her consideration (limited to one page).

c. Officers may provide written communication (limited to one page per document) that may include letters from third parties that address matters contained in the officer's military record. This is permissible as long as the officer under consideration submits the information to the board. These letters will address job qualifications only.

d. Officers who do not desire to be extended beyond their current AS release date must request not to be considered by the board prior to the board convene date. Officers whose request is approved by the DARNG/AG will be released upon attaining

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20 years AS or the end of their current AS extension, whichever is later. Under this circumstance the separation will be considered voluntary for retired grade purposes.

12. Length of Tour Continuations. Active service continuations will be for a period of one or two years, not to exceed MRD. Officers who are selected and approved for a continuation but cannot complete a one or two year continuation in its entirety due to their MRD, may serve the portion of their continuation that does not exceed their MRD.

13. Separation of Two-Time Non-Selects. Officers who have not yet reached 20 years of AS and who are a two-time non-selects by this ASTCB will be separated not later than the end of the fourth month after the month in which the board results are approved, or upon attaining 20 years AS, whichever is later. Officers who were previously extended, who have in excess of 20 years AS, and who are non-selected by this ASTCB, will be separated at the end of their current AS extension.

14. Voluntary Retirement.

a. If an AGR officer submits a request to retire before the ASTCB convenes, or "in anticipation" of not being continued prior to being notified that s/he will be released from AGR T10 or T32, the retirement will be considered voluntary. Such a request does not satisfy the exception requirements of 10 USC 1370.

b. LTCs/COLs who are retained by the ASTCB must serve three years time in grade (TIG) to be voluntarily retired in the higher grade. Additionally, LTCs/COLs selected by the ASTCB, who then choose to decline the extension and request retirement or request retirement before the extension period expires, will be considered to have retired voluntarily and must have three years TIG to retire at the higher grade.

15. TAG Option to Non-Conduct. If a State or Territory opts not to hold an ASTCB, the AGR manager will forward a memorandum signed by the AG to NGB-ARH to that effect NLT 5 November 2004. Officers who fall within the zone of consideration will be notified in writing that an ASTCB will not be held this FY. All officers who will obtain 19 or more years of AS within the zone of consideration will be separated from the AGR program NLT 1 October 2005, upon obtaining 20 years AS, or the end of their current extension, whichever is later.

16. Waivers and Exceptions. Requests for waivers and exceptions will not be entertained after the board convenes, except where noted. There is no appeal process for the ASTCB.

17. Re-Board. States/Territories will not be allowed to re-board. If the ASTCB is found to have been conducted in violation of this memorandum or the MOI, all officers who

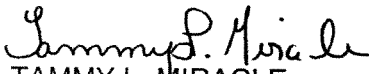
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were reviewed by this ASTCB and who will obtain 19 years or more years of AS within the zone of consideration, will be separated from the AGR program the later of 1 October 2005, upon obtaining 20 years AS, or the end of their current AS extension. The convening authority will determine if an ASTCB is in violation of this memorandum and/or the MOI.

18. All ASTCBs will be conducted IAW this memorandum and the Memorandum of Instruction (MOI), published separately.

19. The point of contact for this action is the undersigned at 703-607-5845, DSN 327-5845 or by email at [tammy.miracle@ngb.army.mil](mailto:tammy.miracle@ngb.army.mil).

  
TAMMY L. MIRACLE  
COL, NGB  
Chief, Personnel Policy  
and Readiness Division

CF:  
State MILPOs  
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